

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS

SPECIAL MEETING 6:30 p.m.

and REGULAR MEETING 7:30 p.m.

June 21, 2007

CALL SPECIAL MEETING TO ORDER: The Special Meeting of the Board of Directors of the Granada Sanitary District was called to order by President Woren at 6:40 p.m.

ROLL CALL: Attending Directors: President Leonard Woren, Treasurer Gael Erickson, and Board Member Matthew Clark. Vice President Fran Pollard and Secretary Ric Lohman were absent.

President Woren appointed Director Clark to serve as Secretary Pro Tem for the Special and Regular meetings.

ADJOURN TO CLOSED SESSION

1. Conference with Real Property Negotiator, Chuck Duffy (Government Code Section 54956.8).

Negotiating parties: San Mateo County Harbor District and Granada Sanitary District, property under negotiation: APN 047-262-010.

2. Conference with Legal Counsel – Anticipated Litigation (Government Code Section 54956.9, subdivision (c), one case).

RECONVENE TO OPEN SESSION

District Counsel Jonathan Wittwer announced there was no reportable action taken in Closed Session.

ADJOURN SPECIAL MEETING

The Special Meeting was adjourned at 6:58.

CALL REGULAR MEETING TO ORDER: The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order by President Woren at 7:36 p.m.

GENERAL PUBLIC PARTICIPATION

Director Woren provided a recent report from the County of San Mateo showing the sewer service charges for the ten County governed sanitation districts. He further noted that GSD's charges were substantially lower than all of these districts.

ACTION AGENDA

1. Consideration of Sewer Authority Mid-Coastside (SAM) Proposed Capital Project: Funding for Temporary Wet Weather Storage Tanks at the Portola Pump Station.

SAM General Manager Jack Foley presented a request to the Board for GSD's fair share funding (29.5%) of the temporary wet weather storage tanks used for the past two years at the Portola Pump Station. He explained that while the cost of the tanks was noted in the SAM budget to be included in the operations budget, both Montara Water and Sanitary District and the City of Half Moon Bay had previously financed the project as a capital budget item, while GSD had not due to the budgeting confusion outlined above. GSD General Manager Chuck Duffy stated that he agreed this was a fair distribution.

ACTION: Director Clark moved to approve funding for the temporary wet weather storage tanks at the Portola Pump Station in the amount of \$55,873.87. (Clark/Erickson). Approved 3-0.

2. Consideration of Granada Sanitary District Budget for Fiscal Year 2007-08.

The General Manager noted several minor changes from the May draft budget, and answered general Board questions. Following Board discussion, the line item for the SAM IPS/Pump Stations Capital Budget was also modified to remove funding any FY 2007/08 projects, and adding funding for the past years Portola Pump Station temporary tanks and for the CEQA Environmental Report project for the SAM Wet Weather Capital Improvement Program.

ACTION: Director Clark moved to approve the Fiscal Year 2007-08 Budget as amended above. (Clark/Erickson). Approved 3-0.

3. Consideration of the Assessment District Administrative Budget and Cost Recovery Levy for the 07/08 Fiscal Year.

ACTION: Director Clark moved to approve the levy as presented, and authorize the Treasurer to sign the document. (Clark/Erickson). Approved 3-0.

4. Consideration of Payment of Election Costs, Length of Candidate Statements, and Payment for Candidate Statements for November 6, 2007 elections.

ACTION: Director Clark moved to approve the following response to the County Elections questionnaire: (1) That the maximum length of the candidate's statements shall be 200 words; and (2) That the candidate shall pay for the cost of the candidate's statement. (Clark/Erickson). Approved 3-0.

5. Consideration of Installation of a Tsunami Warning Device by the County of San Mateo at the Naples Beach Pump Station Site.

The General Manager reported that the Naples Beach Pump Station site is situated on an easement on land owned by the California Parks Department, and therefore,

the Parks Department must approve the granting of any permit to use the site such as this.

ACTION: Director Clark moved to approve allowing the installation of the tsunami warning device subject to approval by the State of California Parks Department, and the drafting of a hold harmless agreement with the County of San Mateo to the benefit of the District, and that the installation of the warning device does not interfere with the installation or use of a photovoltaic energy producer. (Clark/Erickson). Approved 3-0.

6. Consideration of District Logo.

ACTION: Director Erickson moved to approve version 2 of three sample logos provided in the agenda packet, with minor modifications. (Erickson/Clark). Approved 3-0.

7. Consideration of a Policy Providing for Directors to be Reimbursed by the District for the Cost of Retaining Outside Counsel for Advice Regarding Conflict of Interest Issues.

The Board requested that the monetary limit contained in Section 3.b. be increased from \$1000 to \$2000.

ACTION: Director Clark moved to approve the Policy as amended above. (Clark/Erickson). Approved 3-0.

8. Consideration of a Survey or Advisory Ballot Measure to Gauge the Community's Interest in Pursuing Parks and Recreation Powers for the District.

After general discussion, the Board took no action on this item.

CONSENT AGENDA

9. Approval of Special Meeting minutes for May 17, 2007.

10. Approval of Regular Meeting minutes for May 17, 2007.

11. Approval of June 2007 warrants totaling \$ 190,740.83 (Checks 2798-2829).

12. Approval of Assessment District Administrative Costs Fund distribution #12-06/07 totaling \$2,690.67.

13. Approval of May 2007 Financial Statements.

ACTION: Director Clark moved to approve the Consent Agenda as presented. (Clark/Erickson). Approved 3-0.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

14. Sewer Authority Mid-Coastside.

15. Report on other seminars, conferences, or committee meetings.

INFORMATION CALENDAR

16. Attorney's Report.

17. Treasurer's Report.

18. General Manager's Report.

The General Manager reported on the recent Coastsides managers meeting he attended (comprised of the general managers of GSD, HMB, MWSD, and SAM). The stalled SAM wet weather overflow prevention project was discussed at length during the meeting. After this discussion, Mr. Duffy suggested to the managers that the project be reviewed collaboratively by the individual agencies to gain staff level consensus if possible on the proposed project, prior to presentation to the respective boards for approval.

19. Administrator's Report.

20. Engineer's Report.

- a. Update on Naples Beach Pump Station/Medio Creek Bridge Project.
- b. Summary of Engineering Services

FUTURE AGENDA ITEMS

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 9:29 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Ric Lohman, Secretary

Date Approved: July 19, 2007